

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: July 20, 2005

Division: County Attorney

Bulk Item: Yes X No

Department: County Attorney/RiskManagement

AGENDA ITEM WORDING: Approval to issue a PO for 60 month lease with Xerox for a WCP 3545 Copier to replace the Canon 6030.

ITEM BACKGROUND: Provide a 60 month lease/agreement for a Xerox WCP 3545 Copier/Printer/Scab/Faxline 1 Deluxe Software Professional Finisher. This replaces the Canon 6030 which is over five years old. The monthly payments will be \$577.53 to be divided between the Risk Management Department and the County Attorney's Department.

PREVIOUS REVELANT BOCC ACTION: NONE

CONTRACT/AGREEMENT CHANGES: Lease/Agreement term will be from 5/12/05 to 5/12/10.

STAFF RECOMMENDATIONS: Approval.

TOTAL COST: \$34,652/5years

BUDGETED: Yes X No

COST TO COUNTY: \$34,652/5years

SOURCE OF FUNDS: AD VALOREM

REVENUE PRODUCING: Yes No X **AMOUNT PER MONTH** **Year**

APPROVED BY: County Atty OMB/Purchasing Risk Management

DIVISION DIRECTOR APPROVAL:

John R. Collins 06/30/05
JOHN R. COLLINS

DOCUMENTATION: Included X To Follow Not Required

DISPOSITION: **AGENDA ITEM #**

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract # _____
 Contract with: Cannon Financial Services, Inc. Effective Date: 7/20/2005
 Expiration Date: Five Years
 Contract Purpose/Description: Lease Agreement for 5 Years Xerox WCP 3545 Copier/Printer/Scan/Faxline 1.
 Contract Manager: Maria Slavik 3178 County Attorney #7
 (Name) (Ext.) (Department)
 for BOCC meeting on July 20, 2005 Agenda Deadline: July 5, 2005

CONTRACT COSTS

Total Dollar Value of Contract: \$577.53/mo Current Year Portion: \$34,652
 Budgeted? Yes ☒ No ☐ Account Codes: 503-08501-530-440-
 Grant: \$ _____ 503-67501-530-440-
 County Match: \$ _____ - - - - -
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ADDITIONAL COSTS

Estimated Ongoing Costs: \$ _____/yr For: _____
 (Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed	Reviewer	Date Out
Division Director	_____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>John K. Coker</u>	<u>06/30/05</u>
Risk Management	_____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>John K. Coker</u>	<u>06/30/05</u>
<u>86</u> O.M.B./Purchasing <u>HP</u>	_____	Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>Robert J. Spence</u>	<u>6/30/05</u>
County Attorney	_____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>John K. Coker</u>	<u>06/30/05</u>
Comments: _____				

THE DOCUMENT COMPANY

XEROX

PAMELA J. KUNZ
Sales Agent

**Monroe County
Risk Management
County Attorney
Attn: John Collins
Attn: Maria**



Xerox
Authorized
Sales Agent

Budde's Office Supply
Bert Budde - Agent Owner
3216 Flagler Ave.
Key West FL 33040
Ph. (305) 296-6201
Fax (305) 296-3849

State of Florida Contract: 010899016

**Proposed Equipment: Xerox WCP 3545 Copier/Printer/Scan/Faxline 1
Professional Finisher/Deluxe Software**

35 Prints per minute in Color 45 B/W
Automatic Document Feeder Electronic Collation

www.xerox.com

60 Month Fair Market Lease: \$577.53 per month

**This includes Supplies (Toner) maintenance also 10,000 copies per month
10,001 will be billed at 0.0105 per copy. (staples and paper) is not
included). Color Copies billed at 0.0943 per Copier**

MUST BE ON PO:

- WCP3545C
- State Of Florida Contract 010899016
- SPCCNTRL
- ULG
- NPG
- CDLXSCAN
- PROFIN
- 1FAXKIT
- 60 Month Fair Market Lease \$577.53 per month
- 10,000 copies per month included overage billed 0.0105
- Color copies will be billed 0.0943
- Supplies and Maintenance included
- Training for Key Operators

Total Satisfaction Guarantee: If you are not satisfied with your new Xerox equipment, at your request we will replace it with the same model or one with similar capabilities at no charge to you. This guarantee applies to equipment maintained continuously by Xerox Corporation for 3 years from installation or term of lease.

Pamela J Kunz
Xerox Sales Representative

John Collins
06/30/05